

CONFIDENTIAL

63-2073

MEMORANDUM FOR: Chief, EE Support

SUBJECT : Emergency Advance Funds

REFERENCE : Memo for the Comptroller from the Chief, EE Support,
dated 25 October 1962, Same Subject

1. Reference is made to your memorandum dated 25 October 1962 requesting the establishment of an Emergency Fund in the amount of \$2,000.00 for EE Division. In certain cases emergency funds have been approved by this Office, when a component is actually engaged in emergency operations which require continuous disbursements and related financial activities at night and over week-ends. However, a review of Finance Division records indicates that only one Emergency Advance has been requested by the EE Division within the last six months.

25X1A

2. In accordance with [REDACTED] the Finance Division maintains an on-call duty officer for after hours requirements, whose name is on file with the Watch Officer (x7551), for purposes of satisfying any monetary need which might occur. It is believed that the present system is adequate to satisfy present requirements and that the establishment of a special Emergency Fund in the EE Division in anticipation of emergency requirements is not warranted at this time. However, if a situation should develop which requires recurring disbursements during off-duty hours we would be pleased to reconsider your request at that time.

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[REDACTED]
Deputy Comptroller

Distribution:

- Orig. & 1 - Addressee
- 1 - Comptroller
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FD/ADB:pbt(x7431)

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| DOC | 5 | REV DATE | 14-3-80 | BY | 029725 |
| ORIG COMP | 09 | GPI | 38 | TYPE | 02 |
| ORIG CLASS | 01 | PAGES | 1 | REV CLASS | C |
| JUST | 22 | NEXT REV | 2010 | AUTH: | HR 10-2 |

ORIGINAL CL BY 061622
DECL X REVW ON 2010
REASON same
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